

## **Questions and Answers: Transition to a One-Stop System in Virginia**

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*These questions and answers are not official policy, so please note that when official policies are posted, they will automatically take precedence over this guidance. Any changes to these answers or the addition of new questions will be highlighted in red and/or dated.*

*If you have any questions regarding the application of a question or answer to your particular circumstances, please contact the Virginia Employment Commission, WIA Unit, at 804-786-2171.*

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### **PLANNING GRANTS TO LOCALITIES**

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#### **Where is the two percent transition/planning money...who has it?**

Those funds were transferred to the Virginia Employment Commission and are available for State transition and planning activities and are available to the 17 local areas for their local planning efforts. Each local workforce investment area (LWIA) received \$25,000. The notice of award was sent directly to the Chief Local Elected Official (CLEO) representing your LWIA.

#### **When does the \$25,000 have to be spent?**

The agreement with the CLEOs specifies that the money must be obligated by June 30<sup>th</sup> and spent by December 31<sup>st</sup>, 2000.

#### **Who is making the decisions as to how that planning transition money is being spent?**

The LWIBs should be involved as soon as possible in using the money for planning and transition purposes. If the Board has not been certified yet, the CLEO that received the funds is probably making those decisions.

#### **What can we spend the \$25,000 on?**

These planning funds are to be used for "the orderly implementation of WIA" but cannot be used for new equipment, existing JTPA programs, JTPA closeout, WIA ongoing programs or other expenditures not directly related to WIA planning. WIA planning activities may include staff time, travel, training, supplies, printing, meeting facilities, consultant services, and other related expenditures.

**Where does “JTPA closeout” end and “WIA planning” begin?**

The JTPA system has specific instructions on closeout, and it must pay for those closeout activities with JTPA funds. The planning grants cannot be used for JTPA closeout, and the best way to make sure you are coordinating your efforts is to call your local PIC administrator or the Governor’s Employment and Training Department between now and December 31<sup>st</sup>, 2000.

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**FULL WIA IMPLEMENTATION ON JULY 1<sup>ST</sup>, 2000?!**

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**Will Virginia be ready on July 1<sup>st</sup> to implement WIA?**

We don’t have much choice! The question is whether it will be a smooth transition from JTPA to WIA. No, it won’t be smooth...it will be very very bumpy.

JTPA ends on June 30<sup>th</sup>, 2000. What happens on July 1<sup>st</sup> depends mainly on how well we all work together to serve our customers. Although it promises to be a bumpy ride for the Local Workforce Investment Boards, their staff, the partners and the service providers, we can all pull together to make it as seamless to the customer as possible!

**What is the “minimum” that can be in place to meet the requirement of a local one-stop delivery system?**

- ❑ A minimum of one physical comprehensive (full service) center in each LWIA that provides all the required core services.
- ❑ Access to partners’ services
- ❑ An entity or consortium designated as a one-stop operator
- ❑ MOU between LWIB and required (mandated) one-stop partners

**Is it necessary to have all MOUs completed and signed prior to being eligible to receive WIA funds, or can the area be in the process of completing the MOUs?**

MOUs are required to be signed by the partner entities and the LWIB to meet the minimum requirement for one comprehensive one-stop center in each area. However, it is a problem of national proportion that on July 1<sup>st</sup> many states will not have all the minimum requirements for a one-stop system in place. Depending on the US Department of Labor’s ability to give a more flexible timeline to states, Virginia may be able to pass some flexibility on to LWIBs. Virginia may be able to consider allocating “partial” funding for transitional one-stop operations while LWIBs work on developing the MOUs and designating the one-stop operators.

**We need clarification on who signs the MOU when there are multiple offices within a partner entity. For example, 4 CAP agencies, 5 VEC offices, 13 local school boards and 3 community colleges. Who is required to sign for each partner entity?**

The partner agency should make the decision as to who has the authority to bind the rest of the area offices, agencies or campuses to an agreement.

**When will state level MOUs be developed and signed so that we at the local level will have some guidance for the local process?**

A Task Group specifically worked on that issue and prepared recommendations to the State Partner Steering Group. But that group has yet to meet for the purpose of establishing State level agreements.

**Has any agreement been reached at the state level to facilitate a coordination of financial activities among various state agencies at the local level?**

No. However, it is expected that the State Partner Steering Group will develop a state level MOU that establishes the broad parameters for their local agencies to contribute to the one-stop system operation.

**Should there be 2 stages of MOU development? Perhaps a preliminary MOU, created in the absence of having state-level agency guidance and local planning sessions, and a second MOU, which contains greater detail regarding coordination and integration of services and resources.**

Preliminary and subsequent MOUs might be a good idea under the current circumstances. Preliminary MOUs could be developed as a short term, temporary solution to the lack of time for planning and preparation, allowing more leeway for developing long-term system relationships, integration and agreements. The decision to develop MOUs in stages must be made by the LWIB, in partnership with the CLEOs.

**Can a single entity be selected as the one-stop operator by the LWIB?**

The LWIB has two choices for establishing a one-stop operator for the one-stop service delivery system. One choice is non competitive, in which the LWIB, with the agreement of the CLEOs, may designate a consortium of three or more required partners for the operation of the one-stop delivery center. Under the consortium agreement, any one of the consortium partners can be designated as the one-stop operator and receive and distribute the WIA funds on behalf of the one-stop center. The agreement should specify who is responsible for receiving and distributing WIA funding.

The process for selecting the one-stop operator must be competitive if a single entity that is not part of a consortium of required partners is to be considered for the job.

The designation of the consortium of partners or the awarding of a contract for one-stop operations must be a public process.

**How will the Title I Adult/Dislocated Worker providers be selected, if not performed by the one-stop operator? Can this be part of the non-competitive agreement between the LWIB and a consortium of one-stop partners?**

A consortium of required partners, with the approval of the LWIB and the CLEO, could work together to divide up the responsibilities under WIA and develop an appropriate budget to cover the costs that each agency would incur in providing WIA one-stop services.

However, in the absence of agreement among required consortium partners, the LWIB and the CLEO, the process must be competitive.

**In designating a consortium as a one-stop operator, how can the LWIB provide for public participation by all interested parties and have a system in place by July 1st?**

Under WIA, LWIBs can designate a one-stop consortium to be the one-stop operator if the consortium consists of at least three of the required partners. This "designation" by the LWIB must take place in an official meeting of the full board in which the public has received notice and is invited to attend and give comment. Comments must be considered by the LWIB, and the final decision is delivered in a public meeting. Further notification could be provided to the public at large once the decision is made.

Since developing the optimum one-stop system relies on full community involvement and will benefit from informed public comment, advance notice of all Board meetings should be made available to the public in a timely manner.

**Must the business plan, chartering of the one-stop center and contracts with providers all be completed prior to July 1st?**

It is necessary that each LWIA meet the minimum requirement of having at least one comprehensive one-stop center up and running by July 1<sup>st</sup> as described above.

The business plan is intended to be an evolving document that charts a course of continuous improvement. Chartering will be "provisional" until the system is more fully developed. Contracts can be short-term until the LWIB makes its determinations for long-term service provision. Provisional contracts allow for short term, temporary arrangements while the required processes are advanced and the system requirements put in place.

**When will the LWIBs receive specific guidance on chartering requirements and documentation?**

A State policy is being developed on chartering one stop centers and operators, and will be put out for public comment by early July.

**It is unrealistic that a local system will be in place before funds are needed for LWIB staffing, planning and system development. Considering the amount of work to be done, it is unlikely that the system will be fully operational for several months. Will a contingency plan be allowable to expedite service delivery?**

Any contingency plan that falls short of WIA requirements will necessitate some sort of official release from these requirements. If the DOL gives Virginia some allowance for a phased

implementation schedule, with an associated funding strategy, Virginia will certainly allow local contingency planning that is in line with those DOL allowances.

**For core services in one-stop centers, will there be actual UI claims filing or information on filing?**

The law and State policy require “information on filing” as a core service. Virginia is moving toward a telephone claims system for UI, which will fit well with one-stop service delivery.

**The State DSS would like to “grandfather” in current Welfare-to-Work contracts and subcontracts. Is this allowable?**

The LWIB, as was the case with the PIC, is by law the administrative entity for the local W-t-W funds. As such, the decision regarding the disposition of the W-t-W funds continue to rest with the LWIB. Whether to grandfather local contracts or not is a local LWIB decision. However, the decision should be made with an eye to ensuring that the LWIB’s procurement procedures do not violate the funding authority’s requirements.